

OTE 87-6709

14 August 1987

MEMORANDUM FOR: Director of Research and Development

25X1 FROM:

Director of Training and Education

SUBJECT: Contract Process Course

1. I want to thank you for taking time to provide some commentary on the Contract Process Course. Feedback from our consumers is invaluable, and while praise is always more pleasant, constructive criticism is more useful. Let me assure you that OTE sees the training of new COTRs as one of our highest priorities and that we regularly evaluate our courses to determine what changes might be made to better serve the needs of our consumers.

25X1 2. Within the past month, I have appointed [redacted] as the new chief of the branch that conducts the Contract Process Course. He has already observed a few sessions of the course and, as a result of your memorandum, will make a spot check of other recent graduates of the course to help identify strengths and weaknesses of the program.

3. I would like to have George call on you to talk further about your concerns regarding the Contract Process Course and at the same time to brief you on the overall program of the Science and Technology Institute. We are, for instance, in the planning phase for a Project Manager's Course and would appreciate your input on that. I will get back to you once we have completed an evaluation of the Contract Process Course.

25X1 OTE/ITD: [redacted] (14Aug87)

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